

Montana Newsletter

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CENSUS'80

April Census Conference Set in Billings

The latest available information from the 1980 Census of Population and Housing will be presented by the U.S. Bureau of the Census at an all-day conference in Billings on Thursday, April 16. Data User Services Officer Jerry O'Donnell will discuss new developments in data products and services, data collection procedures, census geography, and other related aspects of the 1980 Census. Interested persons, particularly businessmen and representatives of community organizations, state and local governments, academic institutions, libraries, and federal agencies are invited to attend.

If you would like to attend this conference you may contact the State Data Center in the Research and Information Systems Division, Department of Community Affairs, Capitol Station, Helena, MT 59620 (phone 449-2896) or one of these affiliate data centers: South Central Affiliate Data Center, Attn: Kay M. McKinney, Parmly Billings Library, 510 N. Broadway, Billings, MT 59101 (telephone) 248-7391; or Census Affiliate Data Center, Attn: Aaron Hause, Library Services, Eastern Montana College, Billings, MT 59101 (telephone) 657-2262.

DCA Receives 1980 Population Counts

Summary data from the 1980 Census for seven population items at eight levels of geography are now available through the State Data Center in DCA's Research & Information Systems Division.

In fulfillment of the requirements under Public Law 94-171, the Census Bureau has released a copy of the population counts computer tape containing the 1980 Census population totals for the areas in Montana. Microfiche of the P.L. 94-171 Population Counts file is also available.

Data are provided for the State, counties, census county divisions, incorporated places, census tracts or block numbering areas if any, block groups and blocks in blocked areas, or enumeration districts in nonblock-numbered areas. For each geographic area, geographic identification codes and area names are provided along with the population counts for five racial categories (White; Black; American Indian, Eskimo, and Aleut; Asian and Pacific Islander; and other) and by Spanish/Hispanic origin.

The data was designed for use in preparing apportionment plans for congressional and legislative districts. Much of it is unique since no data will be available in print for block groups and enumeration districts and the data available for county subdivisions and small places is available sooner and in more detail than in printed reports. If you are interested in acquiring the data in either computer printout or microfiche contact the Division for more information and cost estimates. Direct orders to State Data Center, Research & Information Systems Division, Department of Community Affairs, Capitol Station, Helena, Montana 59620, telephone: (406) 449-2896.

1980 Census Maps Available From DCA

The State Data Center in DCA's Research & Information Systems Division has announced the availability of the 1980 census maps. Census maps are necessary for virtually all uses of small-area census data to locate specific geographic areas and for analysis. Many people find it necessary to have a copy of a map showing what is meant in geographic terms when, for example, we say that Enumeration District 26 in Lewis and Clark County has 578 white persons and 61 Indian persons or that 14.8 percent of all families in Tract 16 of a particular metropolitan area has income below poverty level.

For convenience and in order to keep costs low, the Bureau of the Census furnishes maps in reproducible (sepia-mylar) form to the State Data Center for reproduction of paper copies. These maps are referred to as "outline" maps because they do not show any census data, only the areas to which the data can be related. There are four basic types: county maps, place maps, place-and-vicinity maps, and metropolitan map series sheets. All four map types have several characteristics in common:

- To improve legibility, most 1980 maps are at a larger scale than were the comparable 1970 maps.
- Symbols used for the various boundaries are consistent for all four types of maps.
- Names, identifying numbers, and boundaries are shown where appropriate on all maps for census county divisions, places, American Indian reservations, census tracts or block numbered areas where present, enumeration districts (in those areas which are not block numbered), and blocks.

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CENSUS'80

Cont....

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—all maps contain metric, feet, and mile scales.

COUNTY MAPS

The county maps are the backbone of the Census Bureau's map coverage. Theoretically, with a complete set of these maps the overall picture of the census geographic framework for the entire state is shown. Most maps in the county series are at a scale of 1 inch: 1 mile.

PLACE MAPS

For nonmetropolitan places where most of the development is contained within the corporate limits of

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We welcome responses to articles, guest articles, reader letters, article suggestions, and notifications of events or programs of general interest to local government officials. Permission to reprint material from MCN is hereby granted.

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a municipality or within the boundaries established for a census designated place, the Bureau provides place maps. The scale of the place maps varies from community to community.

PLACE-AND-VICINITY MAPS

For nonmetropolitan places which have areas of fairly dense development outside the corporate limits of a municipality, or outside the boundaries established for a census designated place, the Bureau provides place-and-vicinity maps. As with the place maps, the area covered by the place-and-vicinity map is shaded on the county map and the place-and-vicinity map is considered to be an inset to the county map.

METROPOLITAN MAPS

For the metropolitan areas, the Bureau has developed its own maps to provide uniform coverage of these densely settled portions of the counties involved. These maps are referred to as the Metropolitan Map Series. The predominant scale is 1 inch: 1,600 feet.

Requests for copies of the maps and cost estimates should be directed to: State Data Center, Research & Information Systems Division, Department of Community Affairs, Capitol Station, Helena, Montana 59620, (telephone) (406) 449-2896.

New Coal Board Members Appointed

The four new members recently appointed by Governor Ted Schwinden to serve on the Montana Coal Board have won unanimous confirmation by the Montana State Senate. The new appointees, whose terms extend until January 7, 1985, are Darcy Galasso, Butte; Nell Kubesh, Glendive; Hershel M. Robbins, Roundup; and Jack Stevens, Great Falls. They join holdover members Henry Siderius, Kalispell; Paul Palm, Hardin; and Dale Tash, Dillon, in making up the seven member panel that awards grants to local governments from the Local Impact Assistance portion of Montana's coal severance tax.

Galasso, 30, is employed as special events coordinator for the Western Montana Easter Seal Society. She is past president of the Butte Jaycees, and chairperson of the Board and past president of the Montana Jaycees. She is a member of the Committee on the International Year of the Disabled.

Kubesh, 56, and her husband John have operated a farm in the Glendive area since 1944. She graduated from high school in Grassrange in 1940 and has attended both Rocky Mountain College and the University of Montana. Kubesh has been a member of Women Involved in Farm Economics (WIFE) and

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New Coal Board Cont....

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American Agri-Women. She is past president of the VFW Auxiliary and has been a member of the Dawson County High School Board and president of the Dawson Resource Council.

Robbins, 58, is a former state representative from Roundup. He served five terms in the Montana Legislature. During the last two years, he served on the Interim Legislative Coal Oversight Committee. Robbins is currently a county commissioner for Musselshell County. He has been in the wholesale-retail milk business for the past 23 years in Roundup.

Stevens, 44, is a founder and senior vice president of the Great Falls accounting firm of Junkermier, Clark, Campanella and Stevens. He graduated from Montana State University with a B.S. in accounting and has been a CPA since 1960. He is a past president, past member of the Board of Directors and ex-officio director of the Montana Society of CPA's.

An organizational meeting of the new Board was held in Helena on March 12th and 13th. The Board elected Herschell Robbins to serve as chairman for the coming year. Paul Palm was selected as vice-chairman. Palm, Director of Programs for the Hardin Public Schools, has been a member of the Board since 1979 and his term expires in January, 1983. After welcoming remarks by Governor Schwinden the Board reviewed its grant making authority and application procedures and identified policy items for possible further review. The first full-scale business meeting is slated for April 30th and May 1st in Helena.

Passive Solar Workshops Scheduled for April

Montana Western SUN, a program of the Department of Natural Resources and Conservation's Energy Division and the U.S. Department of Energy, will offer workshops on passive solar design April 22 in Glendive and April 24 in Kalispell.

The all-day workshops will be oriented to builders, designers and home owners. Both sessions will be conducted by Londe-Parker-Michels, Inc., a St. Louis energy consulting firm specializing in passive solar design and analysis.

The workshop will cost \$40, which will include a workbook, refreshments and lunch. Topics to be covered include solar fundamentals, passive solar design tools (conservation, mass, glass), passive design types, marketing and financing. In addition, a local builder will discuss his experience with passive solar design.

For more information on the Glendive workshop, call Jeff German in Billings at 248-8949. For information on the Kalispell session, call Jim Borzym in Missoula at 549-0756.

DOE Appropriate Technology Grants Deadline Approaches

The Department of Energy will soon distribute \$60,000 in Montana for their 1981 appropriate technology small grants program. Individuals, state and local agencies, small businesses, Indian tribes, local non-profit institutions, schools, colleges and universities are eligible to apply for grant funds for energy conservation projects. Projects should be small in scale; energy efficient; use local materials, labor and ingenuity; not be capital intensive; and should maximize the use of renewable energy resources. Grants are awarded in three categories: idea development not involving fabrication or demonstration activities, device development for testing solutions to problems, and demonstration grants to apply systems to practical situations. Projects funded in Montana to date have included a facility for manufacture of insulating brick, a geothermal feasibility study for Baker, retrofitting several public buildings, and providing greenhouses for low-income mobile home owners in Gallatin County. Applications must be submitted by April 20, 1981 to DOE Appropriate Technology Small Grants Program, c/o Westpo, 333 Quebec, Suite 2000, Denver, Colorado 80207.

J. Lee Cook in the Renewable Energy Bureau of the Department of Natural Resources (telephone: 449-4624) will be happy to assist prospective applicants.

DCA Funds Interns for Columbia Falls, Dillon, and Shelby

The December issue of MCN announced a Community Development Division program to provide student intern assistance for local development projects through the Cooperative Education Program of the university system. Following interviews on March 6 local officials from Columbia Falls and Shelby selected students from the University of Montana to work in their communities during the spring quarter and Dillon selected a Missoula student for a summer work program.

Bill Armold, a senior in the geography program at Missoula will work with the Shelby Community Development Agency and the Shelby Planning Board to complete their Downtown Merchants Action Plan. Bill will be primarily responsible for an inventory and analysis of public facilities and a building condition survey of the downtown area. The Shelby downtown program will also include a survey of community attitudes toward Shelby retail services, a pricing survey,

(Continued on Page 5)

DCA Funds Interns for Columbia Falls, Dillon, and Shelby Cont. ...

(Continued From Page 4)

and a merchants strategy workshop funded through the Community Development Division by the HUD 701 program. Complimenting the downtown program will be a study of the economic base for the Shelby area which will also attempt to identify opportunities for expansion.

Russ Yerger, a candidate for a Master of Public Administration degree at Missoula, will spend the spring quarter in Columbia Falls helping to complete the requirements for a street paving special improvement district in the central business area and compiling a manual of the development approval process in Columbia Falls. Russ will work with the Public Works Director and the Community Development Commission (CDC). The Columbia Falls CDC has held two strategy workshops this winter with the Town Council to identify projects appropriate for their program.

Robert McCracken, a candidate for a Master of Science in Rural, Town, and Regional Planning from Missoula, will work in Dillon this summer to complete an inventory and analysis of downtown parking facilities. Bob will work directly with the Chamber of Commerce which has spent the last six months completing and analyzing a survey of the downtown area preparatory to embarking on an action plan to improve the retail function of Dillon. Bob will also work with the County Planning Board which has actively supported the Chamber effort.

The Community Development Division will be able to provide several additional interns this summer. Interested communities should have a specific project in mind which can be completed within a three month period. Preference will be given to projects which support economic development. Communities must be located in the target area west of and including Phillips, Petroleum, Musselshell, Yellowstone and Big Horn counties designated by the Farmers Home Administration "111" rural development grant program being administered by the Division. Private sector groups are eligible as long as they can provide a letter of support from their governing body and demonstrate the compatibility of their projects with other local programs. Civil engineering students from Bozeman are particularly interested in summer placement and can be funded by the program where there is a local public works director. Contact Ann Mulroney, DCA/Community Development Division, 449-3757, for further information.

Communities are urged to consider local funding for student assistance as well as the DCA program. Interested persons are encouraged to contact the following participants in the Cooperative Education Program for additional information:

Barbara Olson
Cooperative Education Program Director

University of Montana
Main Hall 125
Missoula, MT 59812
243-2815

Suzanne Weghorst
Cooperative Education Program Director
College of Mineral Science and Technology
West Park Street
Butte, MT 59701

Gail Reynolds
Cooperative Education Program Director
Northern Montana College
Havre, MT 59501

Ranna Weddicomb
Cooperative Education Program Director
Miles City Community College
Miles City, MT 59301

Ron Harris
Cooperative Education Program Director
Montana State University
Bozeman, MT 59717

Vic Benevente
Cooperative Education Program
Carroll College
Helena, MT 59625

College of Great Falls
Great Falls, MT 59401

CIPs Encourage Plan Implementation

by Clete Daily
Planning and Engineering Consultant
Helena, Montana

The bottom line of the planning process is the capital improvements program (C.I.P.). This is where the planner has to fit all those recommendations into a financial plan.

In 1971, legislation was passed in Montana which allowed cities to adopt an all-purpose levy of up to 65 mills. It also allowed a municipality to set aside 5% of the all-purpose budget for "the replacement and acquisition of property, plant or equipment costing in excess of five thousand dollars (\$5,000.00) with a life expectancy of five (5) years or more." To do this, the municipality was required to formally adopt a C.I.P.

The main advantage of this method of financing is

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CIPs Encourage Plan Cont. ...

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that funds can be earmarked and carried from one year to the next. If it is recognized that a new fire truck will be needed in five years, an amount can be set aside annually so the truck can be purchased at the end of five years.

Since the enabling legislation was passed, a number of Montana communities have developed a C.I.P. as part of their comprehensive plan.

Libby, Conrad and Shelby, where comprehensive planning programs were undertaken because of the impact of Libby Dam and the anti-ballistic missile project, were among the first communities to utilize the C.I.P.'s to budget for capital items. Anaconda also developed a program, and has updated it periodically. Helena was instrumental in getting C.I.P. legislation passed and has maintained an updated program for the past several years.

Unfortunately, the financial pressures on Montana's municipalities have left little in the allowable 65 mill, all-purpose levy to be set aside for capital improvements. Very few, if any, municipalities have actually budgeted the full, allowable five percent of the all-purpose levy for capital improvements.

Still, C.I.P.'s are an important part of the planning enterprise. The process of determining major capital needs, establishing a financial program extending beyond the annual budget and setting priorities, causes each department to examine long range needs.

Helena Program

The 1980 Helena program is a good example of the process and contents of a C.I.P.

Helena's C.I.P. is updated annually. Capital improvements include only those items such as buildings, equipment and land acquisition for which the anticipated cost is in excess of \$15,000.

The C.I.P. extends budgeting for a five-year period. Each department head is responsible for setting forth five-year capital needs. The Office of Budget and Evaluation then links anticipated revenues to the appropriate projects.

Generally, the capital improvements exceed the available revenues. The C.I.P. still provides a basis for exploring alternate funding sources. For example, potential revenue sources mentioned in the 1980 Helena program are general obligation bonds and tax increment financing. The city is in the process of establishing a district in which tax increment financing can be utilized to encourage redevelopment.

The five-year estimate of expenditures is \$71,508,130 of which \$40,796,430 is for major street and drainage projects. Anticipated funding sources and the percentages of the total expected from each are:

- Community Development (2%)
- G.O. Bond (8%)
- Revenue Bond (17%)
- Operating Revenues (1%)
- Special Grant (5%)
- State/Federal Highway Funds (7%)

Assessment (9%)

Unidentified (51%)

Note that unidentified sources make up 51% of the capital budget. The municipality recognizes the need to pursue this funding through grant applications for new state and federal funding programs such as coal tax, mass transit, etc.

The capital budget is broken down into the following categories:

- Transportation
- Police Protection
- Sanitation (solid waste disposal)
- Water
- Sewer
- Parks and Recreation
- Parking

A detailed description of each capital budget item for each category is provided along with five-year budget requirements. For example, the parking category has a total five-year budget of \$2.2 million to provide an additional parking structure in the downtown area. This project is programmed in conjunction with proposed hotel development. Possible funding sources are tax increment financing, community development funds, industrial revenue funds and existing parking revenue bonds.

The City of Helena is large enough to maintain a budget and evaluation staff to continuously update the C.I.P.

In smaller cities, the C.I.P. can be a continuation of the planning process. The background data is provided by the comprehensive plan. The C.I.P. is used to estimate cost, set priorities and schedule major improvements recommended in the plan. The work can be carried out by planning staff or consultant. Each time the comprehensive plan is reviewed and updated, the C.I.P. undergoes the same process.

We've all heard of the planning efforts that become spacers or dust collectors on the shelves of city and county offices. The capital improvements program can be the impetus to turn those plans into realities.

(Reprinted from the December, 1980 *Western Planner*).

* * * * *

The American Planning Association has completed two new studies on measures various communities have chosen to improve capital expenditures. "Local Capital Improvements and Development Management: Analysis and Case Studies" analyzes and compares the practices of six local governments that have revised their capital allocation processes. The second report, "Local Capital Improvements and Development Management: Executive Summary," is a brief overview of the findings. Both reports are the result of a study sponsored by Department of Housing and Urban Development and the National Science Foundation. The reports are available in limited quantities at no charge from: HUD User, P.O. Box 280, Germantown, Md. 20767.

Accounting for Leases

As a continuation of the newsletter article of last month entitled "Leasing as an Alternative to Purchasing", this month the discussion will center around the proper accounting treatment for governmental leases. Accounting for leases can be a complicated subject, but there are some basic rules that can help.

TYPES OF LEASES

Generally, leases are one of two types, a capital lease or an operating lease. A capital lease is a lease that transfers all the benefits and risks inherent in the ownership of the property to the lessee, who accounts for the acquisition as an acquisition of an asset and the incurrence of a liability. All other leases are called operating leases, i.e., no equity is accumulated by the lessee and no ownership is transferred.

Generally accepted accounting principles set forth criteria that can be used to determine whether a lease transaction is in substance a transfer of ownership or an operating lease. If at its inception a lease meets one or more of the following criteria, the lease should be considered a transfer of ownership to the lessee and accounted for accordingly:

1. By the end of the lease term, ownership of the leased property is transferred to the lessee.
2. The lease contains a bargain purchase option (normally for a cost of \$1.00).
3. The lease term is substantially (75% or more) equal to the estimated useful life of the leased property.
4. At the inception of the lease the present value of the minimum lease payments is 90% or more of the fair value of the property, where fair value is defined as the selling price less trade or volume discounts.

ACCOUNTING METHOD

The nature of a capital lease (purchase) assumes that monies are borrowed and an asset is purchased and the accounting treatment reflects that assumption. Proper reporting should reflect not only the asset and the related liability but the acquisition transaction as well, using the following guidelines:

1. Asset value (present value of the future payments or principal amount if reflected in the terms of the agreement) should be shown as a "capital outlay" expenditure and an "other financing source" revenue.
2. This expenditure and revenue should be recorded in the fund that will make the lease payments.
3. The asset should be recorded in the General Fixed Asset Group of Accounts and the liability (principal only) in the Long-Term Debt Group of Accounts.
4. The lease payments are then recorded as debt service expenditures in the period in which they are due.

Operating leases are accounted for only as an expenditure by the lessee. No asset or liability is recorded.

DEPRECIATION

In the event an asset is acquired through a lease by

an Enterprise Fund, depreciation should be taken in a manner consistent with the lessee's normal depreciation policy for other assets. The period used for depreciation is either (1) the estimated useful life or (2) the lease term, depending upon which criterion was used to classify the lease. If the criterion used was either ownership transferred or contains bargain purchase option—then use estimated economic life. In all other cases use the term of the lease. In either method the estimated residual value is deducted from the asset to determine the depreciable asset base.

For further information on accounting practices for governmental leases contact Thomas Farrell, Chief, Accounting and Management Systems Bureau, DCA/Local Government Services Division, (telephone) 449-3010.

National Organizations Can Assist Local Development Programs

During the past year national economic development organizations have increased their activities and promotional efforts in response to the growing number of local programs designed to stimulate the economy. Two of these organizations in particular have consistently offered excellent training programs and well researched, useful literature.

The International Downtown Executives Association (IDEA) founded in 1954, promotes downtown improvement and development programs through its newsletter, an annual conference, an annual Executive Development Institute, several excellent publications, and the IDEA Achievement Awards. The monthly newsletter, *Center City Report*, features descriptions of successful downtown projects and promotion programs and is available to non-members for \$24 per year. Memberships in IDEA are available in three categories: the organization membership for downtown improvement organizations with a fee based on a percentage of the local budget, an affiliate membership with annual dues of \$150, and an associate membership for \$50 annually. For more information contact the International Downtown Executives Association, 915 Fifteenth Street, NW, Suite 900, Washington, D.C. 20005.

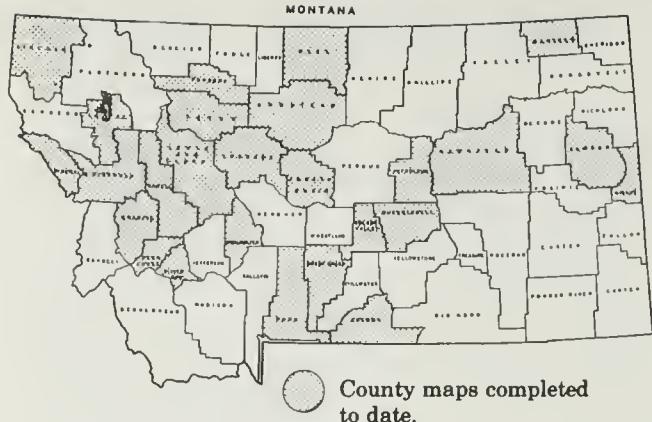
The National Council for Urban Economic Development (CUED) is a more expensive organization (\$100 for individual members and \$350 for institutional memberships) but provides a broader range of services appropriate not only for downtown interests but for groups promoting development in every sector of the economy. The organization provides a monthly newsletter, regular legislative reports, an information clearinghouse which responds to over 50 requests each day, an on-site Community Advisory Service, training institutes, and several publications which feature case studies on successful development programs. For more information contact the National Council for Urban Economic Development, 1730 K Street, NW, Washington, D.C. 20006.

Four More Counties Released in Land Use Mapping Project

DCA's Community Development Division has received maps of four more counties prepared through the Statewide Cooperative Land Use Mapping Program. The latest maps for Chouteau, Garfield, Lincoln, and Sweet Grass bring to twenty-six the total of Montana County maps completed to date.

The full-color maps show ten different categories of land use for each county: urban and built-up areas; mineral extraction areas, heavy industry and utility areas; rural and suburban tracts; irrigated cropland; hayland and pastureland; non-irrigated cropland; recreational areas; rangeland; commercial forest and forest cover areas. The scale of the maps is one-half inch to the mile.

Nine state and federal agencies and three corporations are working with the DCA on the mapping project, including the Montana Departments of Fish, Wildlife and Parks, Health and Environmental Sciences, Highways, Natural Resources and Conservation, and State Lands; the U.S. Agriculture Stabilization and Conservation Service, Bureau of Indian Affairs, Bureau of Land Management, Forest Service and Soil Conservation Service; as well as Burlington Northern, Champion Timberlands, and St. Regis Paper Company. Map drafting is done by the Cartographic Bureau of the Department of Natural Resources. The maps are printed by the Soil Conservation Service (SCS) at its regional cartographic facilities in Portland, Oregon.



Copies of the maps just published will be sent to the office of the appropriate county commission or county planning board, and county office of the U.S. Soil Conservation Service, for free distribution to the public. Maps of each of the counties previously published may be obtained without charge at these same offices in those counties.

In addition to the four counties recently printed at Portland, the SCS also reprinted a portion of the Lake County map which contained drafting errors in its original 1980 version. The corrected portion of the map will be sent to those persons who had previously ordered copies of Lake County, without additional charges.

Copies of the published county maps and the map legend may be ordered directly from DCA's Community Development Division with the accompanying order form.

DCA Community Development Division
Capitol Station
Helena, MT 59620

In order to cover the costs of mailing please enclose \$1.00 for the first map and legend ordered and \$.25 for each additional map or legend included in the same order. (Make checks payable to Montana Department of Community Affairs.)

Name _____

Address _____

Zip Code _____

No. Ordered

<input type="checkbox"/> Broadwater	<input type="checkbox"/> Garfield	<input type="checkbox"/> Lincoln	<input type="checkbox"/> Powell
<input type="checkbox"/> Carbon	<input type="checkbox"/> Golden Valley	<input type="checkbox"/> <small>Out of Print</small> Mineral	<input type="checkbox"/> Silver Bow
<input type="checkbox"/> Cascade	<input type="checkbox"/> Granite	<input type="checkbox"/> Missoula	<input type="checkbox"/> Sweet Grass
<input type="checkbox"/> Chouteau	<input type="checkbox"/> Hill	<input type="checkbox"/> Musselshell	<input type="checkbox"/> <small>Out of Print</small> Teton
<input type="checkbox"/> Daniels	<input type="checkbox"/> Judith Basin	<input type="checkbox"/> Park	<input type="checkbox"/> Wibaux
<input type="checkbox"/> Dawson	<input type="checkbox"/> Lake	<input type="checkbox"/> Petroleum	<input type="checkbox"/> Map Legend
<input type="checkbox"/> Deer Lodge	<input type="checkbox"/> Lewis and Clark	<input type="checkbox"/> Pondera	\$ <input type="text"/> Total Enclosed

Publications for Economic Development

HUD Guidebook Series on Economic Development

The four volume HUD Guidebook Series on Economic Development includes "The Private Economic Development Process," "The Private Development Process," "Economic Development: New Roles for City Government," and "Local Economic Development Tools and Techniques." The first volume describes the process in general from a developer's perspective while the second volume expands on the description with more detail on private development activities including market analyses, site selection factors, financing techniques, and rehabilitation programs. The volume on roles for city government explores in some detail problems likely to confront the government trying to promote economic development. Included are sections on how to plan effective strategies, how to use surveys for identifying problems and business attitudes, and how to develop a responsive bureaucracy. Case studies, and sample surveys and regulations make this a particularly useful volume. The final volume describes the assistance programs and local incentives which can stimulate private development. The series is readable, informative and will be extremely helpful to any public group trying to establish an effective working relationship with the development sector in their community.

DCA's Community Development Division has a limited free supply of the guidebooks. For a copy of any of them contact Ann Mulroney, 449-3757.

Three "how to" manuals are available for the growing number of downtown improvement organizations.

Downtown Development Handbook

The "Downtown Development Handbook" in the Community Builders Handbook Series published by the Urban Land Institute offers excellent background on the historical development of downtowns. The book is organized to provide a thorough sequential analysis of each phase of the downtown development process. There is also a section on future trends in downtown development and samples of land transaction documents, lease agreements, financial agreements between developers and government bodies, and agreements for the private operation and maintenance of public facilities.

The "Downtown Development Handbook" is available for \$30.50 from the Urban Land Institute, 1200 18th Street, N.W., Washington, D.C. 20005.

IDEA Downtown Promotion Handbook

The International Downtown Executives Association has recently published the "IDEA Downtown Promotion Handbook." The 110-page book is based on a survey of 71 member cities and concentrates on promotion programs. New ideas and promotion themes and planning and budgeting procedures are featured. The handbook is available for \$20 from IDEA

Publications, 915 15th Street, N.W. Suite 900, Washington, D.C., 20005, telephone: (202) 783-4963.

Downtown Improvement Manual

The "Downtown Improvement Manual" published by the Illinois Department of Local Government Affairs provides a detailed description of the surveys and studies which a public agency must complete to carry out the transportation, parking and other public improvements associated with a comprehensive downtown program. There is some attention to financing, private sector activities, and federal assistance programs, although some of the information in this 1975 publication is now outdated. One of the most useful features of the manual is the sample ordinances and regulations establishing service districts and loading and parking requirements. A good selection of documents for other public actions related to downtown programs is also included.

The manual is available from the American Planning Association, 1313 East 60th Street, Chicago, Illinois, 60637, for \$19.

Report Analyzes Local Bank Role in Development

The Council for Urban Economic Development has compiled six case studies for the U.S. Comptroller of the Currency illustrating ways that banks can support local economic development programs.

Investing in the Future of American Cities: The Banker's Role analyzes special loan programs, and technical and management assistance programs banks have developed that stimulate the growth of their market while at the same time helping the local community.

The report is available from the Council for Urban Development, 1730 K Street, NW, Washington, D.C. 20006 for \$4.50.

An introduction to Economic Development Planning

An Introduction to the Economic Development Process (National Council for Urban Economic Development, 1730 K St., N.W., Washington, D.C. 20006; 1980; 101 pp.; \$6) presents an overview of economic development planning using as examples some 18 cities involved in the Economic Development Administration's Section 302 program.

The report addresses the issues planners must deal with in pursuing a comprehensive and coordinated development policy, including: creating and sustaining public-private partnerships; formulating an effective development strategy; assessing local conditions; and designing, selecting, and evaluating programs and projects. A bibliography provides valuable sources.

Publications of Interest Con't. . .

DNRC Releases Three Energy Publications

Last month the Energy Division of the Montana Department of Natural Resources and Conservation published three energy-related publications: the 1980 *Montana Energy Almanac*, *Montana Historical Energy Statistics*, and *Energy Efficient Construction: A Handbook for Builders and Developers*.

The *Almanac* contains comprehensive summaries of legislation and government programs relating to energy in Montana. It also provides specific information on proposed energy development projects, an overview of Montana's energy production and consumption patterns, and discussions of relevant federal, state, local and private-sector energy-related activities of concern to the state. Particular emphasis has been given to events that have occurred over the past two years as well as current energy-related efforts, including such major Montana energy issues such as the coal severance tax challenge, synthetic fuel development and the Pacific Northwest Regional Power bill. Copies of the 200-page document have been distributed to all Montana libraries.

Montana Historical Energy Statistics is a collection of energy production, sales, and consumption data from various federal, state, and private sources which have been assembled in one publication for easy reference. The document covers the production and consumption of energy in the form of electricity, coal, natural gas, crude oil, and refined petroleum products. It also contains current fossil fuel reserve estimates and information on uranium leases and prospecting permits.

Energy Efficient Construction: A Handbook for Builders and Developers is a loose-leafed publication currently available from the Energy Division of the Montana Department of Natural Resources and Conservation. Written by Craig and Gail Johnson of Passive Solar Alternatives, Rapid City, South Dakota, the handbook includes chapters on general concerns such as land use planning, climatic analysis, heat transfer and heat loss in residential structures, new construction techniques, materials, specific building techniques for elements of a home, retrofitting and energy conservation, and brief information on these techniques as applied to commercial structures. Extensive information is provided in the appendix along with references and resources listings.

Copies of the publications may be obtained by writing or calling the Energy Division, Department of Natural Resources and Conservation, 32 South Ewing, Helena, Montana 59620, telephone (406) 449-3780 or 449-3940.

Living and Working Around High-Voltage Power Lines

The recently released draft supplement to the federal Colstrip Environmental Impact Statement (EIS) has suggested that public concern about the effects of electromagnetic radiation from high-voltage power lines is largely unwarranted. The EIS was prepared jointly by the Bureau of Land Management, the Forest Service and the Bonneville Power Administration (BPA) to consider alternative routes for the proposed Colstrip to Hot Springs 500-kilovolt power line in the corridor from Townsend to Garrison. The supposed health risks posed by living or working in the proximity of transmission lines have fueled the controversy over the line's construction in the Boulder and Deer Lodge valleys. The EIS concludes:

After nearly 20 years of research in the world's industrial countries, an abundance of evidence suggests that transmission lines are remarkably benign. We have concluded there is no valid evidence to indicate transmission line electric or magnetic fields pose a health hazard. The growing body of scientific information indicates that there is little reason for concern about the possible existence of long-term health effects from exposure to transmission line electric and magnetic fields.

The BPA has published a booklet, *Living and Working Around High-Voltage Power Lines*, which recommends safe practices that should be followed if persons live or work near power lines. Among the topics covered are general safety practices, induced voltage, irrigation systems, underground pipes, wire and electric fences, metal buildings, and vehicle use. Copies of the BPA publication can be ordered by writing the Public Information Office, Bonneville Power Administration, U.S. Department of Energy, P.O. Box 3621, Portland, Oregon 97208.

Comments on the Colstrip EIS Supplement must be submitted by April 20th. For information on the EIS interested persons should contact Neil Morck, Bureau of Land Management, 222 No. 32nd St., P.O. Box 30157, Billings, MT 59107, (telephone) 657-6457.



Films of Interest

The Conservation Foundation has announced the availability of two new 16 mm color films that may be of interest to MCN readers.

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Publications of Interest Con't. . . .

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Growing Pains: Rural America in the 1980's

Growing Pains looks closely at what is happening today in the countryside—at the aspirations and fears of newcomers and long-time residents, at the opportunities created by increasing population and investment, and at the competition between new development and traditional ways of life. Both the benefits and problems of new rural development are addressed as the film focuses on three American communities: Tyler County, Texas; San Luis Obispo County, California; and Plainfield Township, New Hampshire.

According to the Foundation, this film is aimed primarily at rural officials, planners, civic and educational groups active in a variety of rural issues, and others with an interest in the broader aspects of rural development. "When shown at meetings and conferences or in the classroom, *Growing Pains* will stimulate constructive and informed discussion concerning the increasing competition between the demands of new rural development and long-established rural tradition."

The 29-minute film can be rented for \$35. For further information contact the Film Library, The Conservation Foundation, 1717 Massachusetts Avenue, N.W., Washington, D.C. 20036.

Choices—RPA: Planning for the Nation's Forest and Rangeland Resources

The Forest and Rangeland Renewable Resources Planning Act of 1974 (RPA) seeks to bring into focus the choices the nation has for management of 1.7 billion acres of forest and rangeland in this country, to identify research needed to improve natural resources management, and to explore opportunities available to states and private landowners. This film, also produced by the Conservation Foundation, documents the RPA process. Using case examples from Michigan, Colorado, Montana (the Lolo National Forest) and New Hampshire, *Choices* illustrates the purposes of the RPA process; how National Forest planning is conducted and its relationship to this process; how RPA affects state and private forestry, and Forest Service research; and how the public can participate in this process. In the film's interviews, private citizens, state and local officials, and Forest Service staff offer their perspectives on forests, forest resources, and how RPA could help contribute to the accommodation of many—often competing—demands.

According to the Foundation, *Choices* should be a useful tool at workshops dealing with Forest Service planning and as a teaching aid in courses on natural resources management, planning, public lands, government, and the natural sciences.

The 29-minute film can be borrowed, without charge, by contacting June Ching, Instructional Materials Service, University of Montana, Missoula, MT 59812, (telephone) 243-4071.

Farming in the Shadow of Suburbia

"*Farming in the Shadow of Suburbia*," is a new publication by the Agricultural Lands Project of the National Association of Counties Research Foundation. The booklet highlights the conflicts existing between working farms and residential suburbs in the "urban fringe." The book, based on hundreds of interviews with farmers, isolated thirteen types of conflicting land use problems including odors, flies, animal control, agricultural noise, refuse, litter, dust, chemical spraying, trespassing, theft and vandalism, highway use and traffic control. For more information about the study, or for a free single copy of the booklet, write NACoR, 1735 New York Ave., N.W., Washington, D.C. 20006. DCA's Community Development Division also has a limited supply of the publication. Single copies are available upon request. For a copy contact David Cole, (telephone) 449-3757.

May 20 Application Deadline for Design Arts Program

Montana communities and organizations whose programs involve design requirements for public spaces and buildings should consider the Design Arts Program of the National Endowment for the Arts. The Endowment has identified five activity areas which may be addressed in project proposals: facilities for the arts; civic design including public buildings or spaces, public infrastructures and revitalization districts; designer and visual artist collaboration; the examination of the impact of public policy and design; and the use of energy as a design criteria. The program provides dollar for dollar matching grants to local and state governments and non-profit organizations in three categories which could be particularly helpful in Montana:

Design Demonstration grants support specific planning and design activities such as feasibility studies and conceptual and schematic design activities. Matching grants of up to \$30,000 will be awarded.

The *Design Exploration/Research* category supports experimental and innovative design research. In general, any research project dealing with the relationship between the physical environment and the use of design to improve the quality of life is eligible. Matching grants of up to \$40,000 will be awarded.

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Community Design Center Offers Free Technical Assistance

The Montana Community Design Center was established in the fall of 1976 to provide free technical assistance in the areas of planning and design for community interests and to provide students in architecture and related disciplines at Montana State University (MSU) an opportunity to work on planning and design projects in direct response to community needs. The Center is organized as a third, fourth and fifth year design studio, presently located in the Bozeman Hotel in Bozeman, Montana, under the supervision of a Professor of Architecture from MSU. The Center does not attempt to supplant professional architectural, engineering or planning services, but can assist community groups by providing design and planning ideas through student projects.

The administration of Montana State University is dedicated to the idea of extending the services of the University to communities throughout the state and the Design Center, for the past four years, has provided this kind of service on behalf of the School of Architecture and the University. Communities benefit from the services of the Center through identification of problems, presentation of alternatives and assistance in determining solutions. Students benefit from the Center's activities through an involvement with real problems in a quasi-professional atmosphere. The Center also aids in promoting architectural awareness in the community.

The following is a partial list of Montana projects which have been undertaken by the Center:

1976-77—Study and design suggestions for the City Center of Harlowton.

1977—Preliminary design ideas for the renovation of an existing barn in Billings for use as a teen center.

1977-80—Design and some construction of numerous public school playground facilities in and around Bozeman.

1978—Programming and preliminary design of a civic center in Livingston.

1978—in collaboration with a registered architect and the Chamber of Commerce of Laurel, an indepth study of the downtown area of Laurel to determine the appropriate method of restoring and renovating the commercial district.

1979—A study to identify problems and suggest design ideas in Gardiner.

1979—Aided Gallatin County Courthouse officials in Bozeman in determining appropriate interior reorganization.

1979-80—Preliminary design for a rural fire station in Bridger Canyon near Bozeman.

1979-80—Design and cost analysis for a library extension at Whittier School, Bozeman.

1979-80—Planning and design of a public park and county shops in Livingston.

1980—A study to identify problems and suggest design ideas for preserving downtown Boulder.

The services of the Design Center are offered without charge but groups using these services are expected to reimburse the students for expenses such as travel expenses, printing costs, overnight accommodations, when required, and minimum overhead costs. For further information interested persons should contact William Semple, Director of the Center, at the MSU School of Architecture, telephone: 994-4256.

May 20 Application Cont....

(Continued From Page 11)

The *Design Communication* category supports projects which inform people about design issues and ideas. Handbooks, newsletters, workshops, and exhibits are some eligible activities. Matching grants of up to \$50,000 will be awarded.

A fourth category, General Services to the Field, is designed to assist the ability of organizations to serve the design field and for projects which do not fit any one of the other grant categories.

Applications must be submitted by May 10, 1981, to the Design Arts Program, National Endowment for the Arts, 7th Floor West Wing, 2401 E Street, N.W., Washington, D.C. 20506. The Community Development Division has an application package which we will copy for interested groups. Copies of applications should be submitted to the Montana Arts Council, 1280 South 3rd West, Missoula, MT 59801.

3200 copies of this public document were published at an estimated cost of 22.5¢ per copy, for a total cost of \$721.07, which included \$448.00 for printing by Creative Press of Helena, \$138.85 for assembly, labeling and sorting by Helena Rehabilitation Industries, and \$99.80 for postage.

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